



# LOS ANGELES COUNTY COMMISSION ON HIV

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*While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.*

## STANDARDS OF CARE COMMITTEE MEETING MINUTES October 2, 2008

Approved  
12/4/08

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/ CONSULTANTS
Angelica Palmeros, <i>Co-Chair</i>	Sharon Chamberlain	Rich Mathias	Lanet Williams	Jane Nachazel
Fariba Younai, <i>Co-Chair</i>	Terry Goddard	Dean Page		Doris Reed
Mark Davis	Everardo Orozco			Craig Vincent-Jones
Maxine Franklin				
David Giugni				
Brad Land				
Jenny O'Malley				

### CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Standards of Care Committee Agenda, 10/2/2008
- 2) **Public Comment:** Medical Care Coordination Services Standard of Care, Michael McCrory, Walgreens Specialty Pharmacy, 9/20/08
- 3) **Public Comment:** Medical Care Coordination Services Standard of Care, Craig Thompson, APLA, 9/26/2008
- 4) **Standard of Care:** Medical Care Coordination Services, 7/7/2008
- 5) **Standard of Care:** Language Interpretation Services, 5/10/2008
- 6) **Standard of Care:** Local Pharmacy Assistance/Drug Reimbursement Services, 9/17/2008
- 7) **Standard of Care:** AIDS Drug Assistance Program Enrollment, 9/17/2008

1. **CALL TO ORDER:** Dr. Younai called the meeting to order at 9:25 am.
2. **APPROVAL OF AGENDA:**  
**MOTION #1:** Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**  
**MOTION #2:** Approve Standards of Care Committee meeting minutes (*Postponed*).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
7. **CO-CHAIRS' REPORT:**
  - The copy editor for the standards of care, Mari Fukuyama, has been hired and has begun her work. Solicitation for a graphic designer and printing will be the next phase. Although the grant calls for work to be completed by the end of December, it will have to be extended.
  - The Committee agreed to cancel the 11/6/08 SOC Committee meeting and starting in December, meet from 10am to 12pm.
  - The Committee agreed to delegate Commission staff to review the Medical Outpatient Standard of Care and prepare it for the 10/9/08 Commission meeting.

8. **STANDARDS OF CARE:**

**A. Medical Care Coordination (MCC):**

- Based on public comment to the pharmacy component, the Committee felt the issue should be addressed in the Medical Outpatient standard. It was also agreed to add **“and accessibility”** to the fourth bullet under **Patient strengths, needs and available resources** on page 23.
- The Committee agreed not to further define outreach language so providers could maintain program options.
- Under **PATIENT ACUITY ASSESSMENT** on page 25, it was agreed to stipulate that acuity assessment/reassessment should be part of each patient contact/visit, and that case conferencing should be based on patient need and acuity level.
- It was agreed to add **“based on acuity level”** to the second paragraph under **CASE CONFERENCES** on page 32.
- On page 36, it was agreed to change “Date and signature of case worker” to **“Date and signature of medical care manager and patient care manager.”**
- Mr. Vincent-Jones reported that MCC discussion will be the key focus of the 10/9/08 Commission meeting, specifically in four parts, the national context of care coordination; financial simulation; the standard of care; and implementation.
- Donna Yutzy, care coordination consultant assisting Oregon with its transition, will address the Commission about the national trend concerning medical care coordination. Mr. Vincent-Jones reported that the Commission has requested approval from HRSA for technical assistance from Ms. Yutzy to develop a service definition.
- After Ms. Yutzy’s presentation, Kay Grinnell will follow with a real-time presentation of the financial modeling, populated with data compiled from numerous sources, including a questionnaire sent to case management and medical outpatient providers. The plan is to present one simulation with one set of data, a list of recommendations, and then do some actual simulations at the meeting. The intent of the financial model is to assess the cost impact of transitioning to the care coordination model, not to make allocation decisions.
- The implementation plan and timeline will also be discussed, and will be accompanied by a joint statement from the Commission and OAPP about the next steps of implementation. OAPP and the Commission have agreed to create an “oversight group” comprising members from the Commission, OAPP staff and other stakeholders.

**B. Hospice Services:** The standard will be presented at the 10/9/08 Commission meeting for final approval.

**C. Standards Out For Public Comment:** Language Interpretation Services, Local Pharmacy Program/Drug Reimbursement, AIDS Drug Assistance Program (ADAP) Enrollment, and Medical Outpatient Standards of Care will be presented at the 10/9/08 Commission meeting for public comment.

9. **GRIEVANCE POLICIES AND PROCEDURES:** It is planned that the draft will be presented at the 10/9/08 Commission meeting for public comment.

10. **MEDICAL OUTPATIENT RATE STUDY:** There was no report.

11. **AETC REPORT:** Dr. Younai reported that she attended a “train the trainer” retreat on innovative training methods. She agreed to see if David Spock would be willing to present it to the Commission and also reported that AETC has a website to access information from the retreat.

12. **COMMITTEE WORKPLAN UPDATE:** There was no report.

13. **NEXT STEPS:** There was no report.

14. **ANNOUNCEMENTS:** Mr. Vincent-Jones announced that the Commission and OAPP are launching a joint project to hire Julie Cross as the Benefits Consultant for Los Angeles County. One of her primary roles will be to develop benefits specialty training.

15. **ADJOURNMENT:** The meeting was adjourned at 10:55 am with best wishes for the recoveries of Everardo Orozco, who has had several eye surgeries, and Jim Chud, who has had back surgery complications.